



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: April 10, 2014

SUBJECT: JEFFERSON COUNTY Meetings – Week of April 14, 2014

| | | | |
|-------------------------------------|--|------------|--|
| April 14, 2014 Monday | Planning and Zoning Committee – Site Inspections | 8:00 a.m. | Jefferson County Courthouse, Rm 203 |
| | UW Extension Education Committee | 8:30 a.m. | UW Extension 864 Collins, Rm 12, Jefferson |
| | Drainage Board | 9:30 a.m. | Jefferson County Courthouse, Rm 202 |
| | Farmland Conservation Easement Commission | 12:30 p.m. | Jefferson County Courthouse, Rm 203 |
| | Sheriff's Civil Service Commission | 5:30 p.m. | Sheriff's Office 411 S. Center Ave, Jefferson |
| April 15, 2014 Tuesday | Human Resources Committee | 8:30 a.m. | Jefferson County Courthouse, Rm 112 |
| | County Board | *5:00 p.m. | Jefferson County Courthouse, Rm 205 |
| April 16, 2014 Wednesday | No Scheduled County Meetings | | |
| April 17, 2014 Thursday | HOME Consortium Board | 9:00 a.m. | Waukesha Cty Admin Bldg. 515 W. Moreland Blvd. Rm G55 Waukesha |
| | Planning and Zoning Committee – Public Hearing | 7:00 p.m. | Jefferson County Courthouse, Rm 205 |
| April 18, 2014 Friday | No Scheduled County Meetings | | |
| April 19, 2014 Saturday | No Scheduled County Meetings | | |
| April 20, 2014 Sunday | No Scheduled County Meetings | | |

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON MONDAY, APRIL 14, 2014

- 1. Call to Order**
- 2. Roll Call**
- 3. Certification of Compliance with Open Meetings Law Requirements**
- 4. Review of Agenda**
- 5. Public Comment (Not to Exceed 15 Minutes and Not to Include Petitions Slated for Decision)**
- 6. Site Inspections of Petitions to be Presented in Public Hearing on April 17, 2014**
 - R3714A-14 – Kathy Zimmermann/Ardis Eilenfeldt Trust Property, **N5845 Harvey Road**, Town of Aztalan
 - R3713A-14 – Kathy Zimmermann/Ardis Eilenfeldt Trust Property, **Mansfield Road**, Town of Aztalan
 - R3718A-14 – Matt Workman/Micheal & Pamela Ziarnik Property, Matthew Workman Property, **N5190 STH 134**, Town of Lake Mills
 - R3721A-14 – Nathan Stach, **N2360 CTH A**, Town of Sumner
 - R3717A-14 – Keith Moritz/Pond Hill Dairy LP, **W5872 Star School Road**, Town of Koshkonong
 - R3715A-14 – Ronald Drost/William & Shirley McCormick Property, Ronald Drost Property, **N1644 Findlay Road**, Town of Cold Spring
 - CU1777-14 – Kenneth Havlovick, **N516 Fremont Road**, Town of Cold Spring
 - R3724A-14, CU1776-14 and R3712A-14 – Tim & Christine Riedel, **W925 Hooper Road**, Town of Palmyra
 - R3720A-14 – Michael & Matthew Meracle, **Hardscrabble Road**, Town of Sullivan
 - R3719A-14 – Barry Boos/Royce Boos Trust Property, **Rome Oak Hill Road**, Town of Sullivan
 - R3722A-14 & R3723A-14 – Doug Saloga/Saloga Property Management LLC Property, **Overland Drive**, Town of Watertown
 - R3716A-14 – Lorraine Knaack, **N7143 Shade Road**, Town of Farmington
 - CU1778-14 – Clayton Fields, **N8286 CTH Y**, Town of Watertown
- 7. Adjourn**

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



Jefferson County

**University of Wisconsin-Extension
Cooperative Extension**

864 Collins Road
Jefferson, WI 53549

(920) 674-7295

(920) 674-7200 (fax)

DATE: April 9, 2014

TO: Sarah Bregant, Glen Borland, Matthew Foelker, Jennifer Hanneman, Mike Kelly, and Other Interested Citizens

CC: Ben Wehmeier, Barb Frank, Tammie Jaeger, John Molinaro, Matt Hanson

FROM: LaVern Georgson, Agriculture Agent

RE: University Extension Education Committee Meeting

A meeting of the Jefferson County University Extension Education Committee will be held on **Monday, April 14, 2014 at 8:30 a.m.** at UW-Extension, 864 Collins Rd., **Room 12**, Jefferson, Wisconsin.

1. Call to Order & Roll Call (to establish a quorum)
2. Certification of Compliance with Open Meetings Law
3. Approval of Agenda (for possible rearrangement)
4. Approval of March 10, 2014 meeting minutes
5. Communications
6. Citizen Input & Comments
7. Update on Support Staff Hiring Process
8. 2014 Budget Update
9. Agent Reports
10. 2014 State WACEC Conference – June 23 & 24, Eau Claire, WI
11. Next meeting date – May 12, 2014
12. Adjourn

**The Committee may discuss and/or take action on any item specifically listed on the agenda.
Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24
hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

"Enriching people with knowledge, perspective, skills and aspirations. "University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

JEFFERSON COUNTY FARM DRAINAGE BOARD
Monthly Board Meeting
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

April 14, 2014
9:30 a.m.

AGENDA

1. Call meeting to order
2. Pay bills
3. Motion to adjourn



Farmland Conservation Easement Commission Agenda

**Jefferson County Courthouse, Room 203
311 S Center Ave
Jefferson, WI 53549**

Monday, April 14, 2014 12:30 pm

Members: Margaret Burlingham (Chairperson), Amy Rinard (Vice-Chairperson), Mariah Hadler (Secretary), Steve Nass and Blane Poulson.

1. Call to Order
2. Roll Call
3. Certification of Compliance With Open Meetings Law Requirement
4. Review of Agenda
5. Public Comment
6. Communications
7. Review & Approval of the March 10, 2014 meeting minutes
8. Discussion and possible action on PACE applications
 - a. Greg Wilke, Town of Waterloo
 - b. Roger Lehman – Town of Oakland
 - c. Clifford Haberman – Town of Milford
 - d. Duane Koch – Town of Farmington
9. Discussion on Farmland Conservation Easement Commission Budget for purchasing easements.
10. Jefferson County Land and Water Conservation Report on Baseline Documentation for Easements.
11. Discussion on future events that the Farmland Conservation Easement Commission would like to participate in.
12. Discussion on Community Outreach in regard to Farmland Preservation Awareness. Discussion Farmland Conservation Easement goals for the upcoming year.
13. Future Meeting Dates
 - a. May 12, 2014 at 12:30 pm in Room 203
 - b. June 9, 2014 at 12:30 pm in Room 203
 - c. July 14, 2014 at 12:30 pm in Room 203
14. Suggestions for the Next Agenda
15. Adjourn

***The Commission may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

**SHERIFF'S CIVIL SERVICE COMMISSION
AGENDA
JEFFERSON COUNTY SHERIFF'S OFFICE
CONFERENCE ROOM
5:30 P.M.
411 S. CENTER AVENUE
JEFFERSON, WI 53549**

JOHN NEUPERT, CHRISTINE SPANGLER, WILLIAM GAUGERT, BEN BRANTMEIER, ROD LAUDENSLAGER

Monday – April 14, 2014

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approval of agenda
5. Public Comment
6. Closed session pursuant Wisconsin State Statute 19.85 (1)(c) regarding considering employment or promotion of public employees.

5:45 p.m. - 6:00 p.m. – Briefing on Candidates

6:00 p.m. - 6:30 p.m. – Candidate

6:30 p.m. - 7:00 p.m. – Candidate

7:00 p.m. – 7:30 p.m. - Candidate

7:30 p.m. - 8:00 p.m. - Interview scoring

7. Adjourn

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Agenda

**Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549**

April 15, 2014 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Greg David; Pamela Rogers, Secretary;
Jim Schroeder, and Dick Schultz, Vice-Chair

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approval of March 18, 2014 minutes
7. Communications
8. Monthly Financial Report
9. Consideration to accept additional funding through the DHS and create a full-time Personal Assistant Case Manager/Family Coordinator position at Human Services
10. Consideration of wages and benefits for sworn, non-represented staff
11. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(f), consideration of an employee's specific medical history as it relates to a leave of absence request
12. Reconvene into open session for consideration and possible action regarding items discussed in closed session
13. Set next meeting date and agenda
14. Adjournment

Next scheduled meeting: tentatively May 20, 2014 @ 8:30 a.m.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA

JEFFERSON COUNTY BOARD MEETING

Tuesday, April 15, 2014 5:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
 2. **ADMINISTRATION OF OATH OF OFFICE** – Judge Randy Koschnick
Note: Members of Board please sign Oath of Office and return to County Clerk
 3. **ROLL CALL BY COUNTY CLERK**
 4. **PLEDGE OF ALLEGIANCE**
 5. **INTRODUCTION OF NEW MEMBERS**
 6. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
 7. **APPROVAL OF THE AGENDA**
 8. **APPOINTMENT OF BALLOT CLERKS** - County Clerk
 9. **ELECTION OF COUNTY BOARD CHAIRPERSON**
Note: Nominations are made by written ballot – The Clerk will call on nominees in order of supervisory district number to give a brief statement up to three minutes in length.
 10. **ELECTION OF 1ST VICE CHAIRPERSON BY SAME PROCEDURE** (See Item 9 Note)
 11. **ELECTION OF 2ND VICE CHAIRPERSON BY SAME PROCEDURE** (See Item 9 Note)
 12. **ADOPTION OF RULES OF ORDER**
 - a. Ordinance – Board of Supervisors’ Rules of Order for 2014-2016
 - b. Any proposed rule changes
 - c. Adopt County Board Rules, as amended if necessary
 13. **COMMITTEE ELECTIONS** – If called for by the rules
 14. **PUBLIC COMMENT**
 15. **ANNUAL REPORT**
 - a. Presiding Judge – Randy Koschnick
 16. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report
 - b. Retiree Recognitions
 - c. Zoning Committee Notice of Public Hearing, April 17, 2014
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
17. **FINANCE COMMITTEE**
 - a. Ordinance – Amendment to Rules for Reimbursement of Expenses
 - b. Resolution – Increase the passport photograph fee

18. HUMAN RESOURCES COMMITTEE
 - a. Resolution – Increasing the part-time, 19 hour/week Dementia Care Specialist position at Human Services to full-time
 - b. Resolution – Increasing the .6 FTE Program Assistant position to full-time and decreasing the hours of the full-time Administrative Assistant II position to a .6 FTE in the Parks Department
 - c. Resolution – Creating a full-time Community Resource Coordinator-Wraparound position in Human Services
 - d. Resolution – Creating a full-time Personal Assistant Case Manager/Family Coordinator position in Human Services
19. HUMAN SERVICES BOARD
 - a. Resolution – Designate the Human Services Department as the entity to operate the Coordinated Services Team (CST)
 - b. Resolution – Fund the Secure Remote Access project
20. INFRASTRUCTURE COMMITTEE
 - a. Resolution – Approve Highway Facility subcontractor bids and final construction manager contract
21. LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE
 - a. Ordinance – Amend the Sheriff's Civil Service probationary term
 - b. Resolution – Proclaiming May 15 as Law Enforcement Memorial Day in Jefferson County
22. PARKS COMMITTEE
 - a. Resolution – Authorizing grant application for improvement of the Rock River Park boat launch including a handicap pier
 - b. Resolution – Authorizing grant application for park development on the east side of Dorothy Carnes County Park
23. PLANNING & ZONING COMMITTEE
 - a. Report – Approval of Petitions
 - b. Amend Zoning Ordinance
24. SOLID WASTE & AIR QUALITY COMMITTEE
 - a. Resolution – Clean Sweep and Recycling Program donations
25. **APPOINTMENTS BY COUNTY ADMINISTRATOR**
 - a. Dr. Don Williams to the Board of Health for a three-year term
 - b. Marie Wiesman to the Board of Health for a three-year term
26. **ANNOUNCEMENTS**
 - a. The County Board Chairperson will be making Committee member appointments in the near future
 - b. 2014 County Officials Workshop/WCA District Meeting
 - c. Draft Committee meeting schedule
 - d. Committee Interest Survey/IT Questionnaire
 - e. Heroin Summit
27. **ADJOURN**

NEXT COUNTY BOARD MEETING, May 13, 2014 7:00 P.M. ROOM 205



C/o Waukesha County CDBG Program
Lead Agent
515 W. Moreland Blvd.
Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

C/o Wisconsin Partnership for Housing Development, Inc.
Program Administrator
121 South Pinckney Street Suite 420
Madison, WI 53703
1888.318.4486 (toll-free)
1.608.258.5560 (direct)
1.608.258.5565 (Fax)

The HOME Consortium
Board of Directors Meeting
Thursday, April 17, 2014
515 W. Moreland Blvd. **Rm G55**
Waukesha, WI 53188
@ 9:00 A.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Amended Minutes from the December 19, 2013 Board Meeting
4. Approval of the Minutes from the March 20, 2014 Board Meeting
5. Public/Staff Comment – Correspondence
6. WI Partnership Fund Balance Report
7. 2014 Annual Action Plan and Allocation
8. 2015—2019 Consolidated Plan schedule and RFP
9. Adjournment

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits
DATE: April 17, 2014
TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)
PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Review of Agenda**
5. **Explanation of Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, April 17, 2014, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the zoning ordinance of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS AND A-3, AGRICULTURAL/RURAL RESIDENTIAL

R3724A-14, CU1776-14 and R3712A-14 – Tim & Christine Riedel: Rezone 3 acres of PIN 024-0516-1011-000 (16.578 Acres) to A-2 with conditional use for storage of concrete contractor's equipment at **W925 Hooper Road**. Rezone 2 acres of that parcel to allow for an adjacent rural residential lot. The property is in the Town of Palmyra.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R3713A-14 – Kathy Zimmerman/Ardis Eilenfeldt Trust Property: Rezone to create a 1-acre building site on **Mansfield Road**, on PIN 002-0714-1934-001 (19.942 Acres) utilizing consolidation of parcels of record from PIN 002-0714-2033-000. The site is in the Town of Aztalan.

R3714A-14 – Kathy Zimmerman/Ardis Eilenfeldt Trust Property: Create a 5-acre farm consolidation lot around the home at **N5845 Harvey Road** in the Town of Aztalan from part of PIN 002-0714-1941-000 (39.5 Acres).

R3715A-14 – Ronald Drost/William & Shirley McCormick Property, Ronald Drost Property: Enlarge the existing farm consolidation lot by rezoning it, PIN 004-0515-1622-000 (1 Acre) owned by William & Shirley McCormick at **N1644 Findlay Road** and by rezoning two adjacent acres, part of PIN 004-0515-1622-001 (39 Acres) owned by Ronald Drost. The properties are in the Town of Cold Spring.

R3716A-14 – Lorraine Knaack: Create a 4.5-acre farm consolidation lot at **N7143 Shade Road** in the Town of Farmington from part of PIN 008-0715-0324-000 (37.834 Acres).

R3717A-14 – Keith Moritz/Pond Hill Dairy LP: Rezone 2.6 acres with the home at **W5872 Star School Road** in the Town of Koshkonong. The site is part of PIN 016-0514-2213-000 (34.1 Acres) and 016-0154-2242-000 (36.13 Acres)

R3718A-14 – Matt Workman/Micheal and Pamela Ziarnik Property & Matthew Workman Property: Rezone PIN 018-0713-3123-001 (0.8 Acres) owned by Matthew Workman at **N5190 STH 134**, and part of PIN 018-0713-3123-000 (10.918 Acres) owned by the Ziarniks, all in the Town of Lake Mills.

R3719A-14 – Barry Boos/Royce Boos Trust Property: Create a 1.2-acre building site on **Rome Oak Hill Road** from part of PIN 026-0616-2011-003 (6.5 Acres) in the Town of Sullivan.

R3720A-14 – Michael & Matthew Meracle: Create a 2.2-acre building site on **Hardscrabble Road** from part of PIN 026-0616-2523-004 (16.952 Acres) in the Town of Sullivan.

R3721A-14 – Nathan Stach: Rezone 2.1 acres with the home at **N2360 CTH A**, Town of Sumner from part of PIN 028-0513-0413-001 (35.002 Acres).

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N,
NATURAL RESOURCE**

R3722A-14 & R3723A-14 – Doug Saloga/Saloga Property Management LLC Property: Create a 2-acre building site from part of PIN 032-0815-1244-001 (9.4 Acres) and a 24-acre Natural Resource zone adjacent to it from part of PINs 032-0815-1244-000 (20.3 Acres) and 032-0815-1243-000 (43.8 Acres). The sites are on **Overland Drive** in the Town of Watertown.

CONDITIONAL USE PERMIT APPLICATIONS

CU1777-14 – Kenneth Havlovick: Modify an earlier conditional use permit and sanction additions to an extensive on-site storage structure. The site is at **N516 Fremont Road** in the Town of Cold Spring on PIN 004-0515-2833-001 (1.259 Acres), and is zoned Residential R-2.

CU1778-14 – Clayton Fields: Conditional use for a home occupation gun shop at **N8286 CTH Y** in the Town of Watertown. The site is on PIN 032-0815-1941-000 (1.0856 Acre) and is zoned A-3, Agricultural/Rural Residential.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

A recording of the meeting will be available from the Zoning Department upon request.